

**Enrolled Memorandum of the Meeting
Study Session/Meeting
Twenty-Eighth Town Council of Highland
Rev. Dr. Martin Luther King, Jr. Holiday
Monday, January 21, 2019**

The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in a study session on **Monday, January 21, 2019** at 6:35 O'clock P.M., in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Dan Vassar, Steve Wagner, Konnie Kuiper and Mark Herak were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Officials Present: Kathy DeGuilio-Fox, Redevelopment Director; Lance Ryskamp, Redevelopment Assistant were present.

Additional Officials Present: Ed Dabrowski, IT Consultant (Contract); and Larry Kondrat, Board of Waterworks Directors were present.

Guests: Robin Carlascio, Idea Factory; was also in attendance.

General Substance of Matters Discussed.

1. *Discuss any remaining appointments to boards and commissions.* The Town Clerk-Treasurer and the Town Council discussed the remaining appointments for the Community Events Commission and the Main Street Board as part of the Main Street Bureau. The discussion included a review of the a list of existing members both just reappointed and those whose terms are expiring to better inform the Town Council President's and the Town Council's deliberation.

The Clerk-Treasurer indicated that the holding over provisions exist for all positions. The Clerk-Treasurer advised that the law that limits the holding over provisions, now extends from 60 days to 90 days after the end of a term that the incumbent continues in position. He further noted that if the 90 days tolls without action, if the position is one for which a partisan affiliation is required, the authority to make the appointment is granted to the County chair of the party affiliation of the person whose term is expiring. (See IC 36-1-8-10(d))

• COMMUNITY EVENTS COMMISSION

Executive Appointments

Liz Breslin (Executive Appointment)
Term Ends: **1 Jan 2023**

Elmo A. Parlor (Executive Appointment)
Term Ends: **(1 Jan 2021)**

John Breslin (Executive Appointment)
Term Ends: **(1 Jan 2022)**

Dawn Wolak (Legislative Appointment)
Term Ends: **1 Jan 2021**

Kristen Smith (Legislative Appointment)
Term Ends: **(1 Jan 2021)**

Dean Smith, Sr. (Legislative Appointment)
Term Ends: **(1 Jan 2022)**

2. **Discuss the Tax Abatements that will be Soon Reviewed after February 1, 2019.** The Town Council and the Redevelopment Director discussed the approval and renewals for several tax abatements already granted. It was noted that the final forms needed for the review and approval are due February 1.

The Redevelopment Director reported that during a recent review with S.E.H consultant there was concern about the Safety Training Services, which would be seeking its fourth review of 10. The business calculated its increase in value based upon construction costs, which somehow did not produce the new AV in fact as suggested in the applications. Also it was noted that the taxpayer appealed the assessment. The Town Council would consider more once all the forms due February 1 were filed and received.

THESE ARE READIED FOR 2019 REVIEWS

1. **Consideration of the Compliance with the Statement of Benefits as filed and represented by People's Bank S.B. 3915, 3919 & 3927 Ridge Road, Highland.** At its meeting of September 14, 2015, the Highland Town Council passed Resolution No. 2015-37 approving this application and its terms for **property tax abatement** upon the increase in assessed value of \$667,800 as well as a new job and retention of five existing jobs all in consequence of construction of a new building, a People's Bank SB Branch at 3915, 3919 and 3927 Ridge Road, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of November 13, 2017 and its second at the Town Council meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This is **the third review** for compliance by the petitioner of its terms in the application.
2. **Consideration of the Compliance with the Statement of Benefits as filed and represented by High RE 3940, LLC d.b.a., Culver's 3950 Ridge Road, Highland.** At its meeting of January 30, 2012, the Highland Town Council approved this application for **property tax abatement** upon the increase in assessed value in consequence of construction of a new building a Culver's Restaurant 3940 and 3950 Ridge Road, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of March 9, 2015, its second at its meeting of February 08, 2016, its third review at its meeting of February 27, 2017 and its fourth review at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This represents **the fifth** review of compliance for this property.
3. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Baldi-Hooyar Equities Indiana LLC d.b.a., Highland Volkswagen, 9601 Indianapolis Boulevard, Highland.** At its meeting of October 10, 2012 and confirmed at its meeting of December 10, 2012, the Highland Town Council approved this application for **property tax abatement** upon the increase in assessed value in consequence of construction of a new building a Volkswagen Retail Dealership, 9601,9553 and 9545 Indianapolis Boulevard, Highland, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of March 9, 2015, its second at its meeting of February 08, 2016, its third at its meeting of February 27, 2017, and its fourth at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This represents **the fifth** review of compliance for this property.
4. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Reliable Parts (formerly Bell Parts Supply, Inc.), 2609 45th Avenue, Highland.** At its meeting of April 28, 2008, the Highland Town Council approved Bell Parts Supply's application for **property tax abatement** upon the increase in assessed value in consequence of construction of a new building addition and façade improvements at 2609 Forty Fifth Street, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of February 28, 2011, its second at its meeting of February 27, 2012, its third on February 25, 2013, its fourth on February 10, 2014 its fifth on April 13, 2015, its sixth on February 8, 2016, its seventh at its meeting of February 27, 2017, and its eighth at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This represents **the ninth** review of compliance for this property.
5. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Indiana GROCERY GROUP (formerly known as SVT, LLC.), 2244-45th Avenue, Highland.** At its meeting of March 26, 2012, the Highland Town Council approved this application for **property tax abatement** upon the increase in assessed value in consequence of construction of a new building SVT, LLC Headquarters, 2244 45th Avenue, Highland, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of April 13, 2015, its second at its meeting of February 08, 2016, its Third review at its meeting of February 27, 2017 and its fourth at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This represents **the Fifth** review of compliance for this property.

6. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Druktenis Realty, LP dba CIRCLE GMC/BUICK, 2440-45th Avenue, Highland.** *At its meeting of July 19, 2010, the Highland Town Council approved this application for **property tax abatement** upon the increase in assessed value in consequence of conversion of existing building Circle GMC/Buick, 2404 45th Avenue, Highland, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of April 13, 2015, its second at its meeting of February 08, 2016, its Third at its meeting of February 27, 2017 and its fourth at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This represents **the fifth** review of compliance for this property.*
7. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Demand Real Results, LLC, dba SAFETY TRAINING SERVICES, INC., 8516 Henry Street, Highland.** *At its meeting of September 8, 2014, the Highland Town Council approved this application for **property tax abatement** upon the increase in assessed value in consequence of conversion of existing vacant building located at 8516 Henry Street, Highland, for a period of time **not to exceed ten (10) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of February 8, 2016, its second at its meeting of February 27, 2017 and its third at its meeting of 26 February 2018. The Town Council found the applicant in compliance at each meeting. This will represent **the Fourth** review of compliance for this property.*
8. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Nathan Damasius d.b.a. VYTO's Pharmacy 8845 Kennedy Avenue, Highland.** *At its meeting of March 28, 2016, the Highland Town Council passed Resolution No. 2016-14 approving this application and its terms for **property tax abatement** upon the increase in assessed value of \$1,070,900, as well as four new jobs and retention of six existing jobs all in consequence of construction of a new building, a Corporate HQ for VYTO's, for Medical Specialty and pharmacy on Kennedy Avenue for a period of time **not to exceed five (5) calendar years**, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review for compliance at its meeting of February 26, 2018. The Town Council found the applicant in compliance at that meeting. This is **the second** review for compliance by the petitioner of its terms in the application.*
3. **Discussed the Budget Impact on the Building and Inspection Department owing to Increased the Parking prohibition when Snow falls accumulate over 1 inch.** It was noted that the recent snow falls were in excess of 1 inch and that there was added hours for code enforcement. The Council noted that the fines collected are deposited with the Corporation General Fund. The Town Council explored with the Town Clerk-Treasurer whether or not the proceeds from the fines could be re-appropriated to the appropriate accounts for the Building and Inspection Department.

The Clerk-Treasurer reminded the Town Council that as part of the budget process, revenues from fines and penalties are included in the forecast to support the budget. It was further noted that in order to re-appropriate these funds, the fine revenue would need to exceed the forecast and all other funds would need to meet the forecast targets. The matter could be revisited later in the year.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, January 21, 2019**, was adjourned at 6:59 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer